

Michigan Supreme Court  
State Court Administrative Office

**Interim Mediation Training Standards and Procedures <sup>1</sup>**

**Introduction:**

These Standards both identify the composition of general civil and domestic relations mediator training programs approved by the State Court Administrative Office [MCR 2.411(F)(2)(a); MCR 3.216(G)(1)(b)] and provide criteria by which ADR clerks can specially approve persons to serve on court rosters who do not meet the court rule requirements for mediator training and experience [MCR 2.411(F)(3); MCR 3.216(G)(2)].

Sections 1.0 through 5.0 below apply to mediation training programs conducted to prepare persons to serve as general civil case mediators under MCR 2.411.

Sections 3.0, 6.0 and 7.0 below apply to mediation training programs conducted to prepare persons to serve as domestic relations mediators under MCR 3.216.

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<sup>1</sup>These Interim Standards govern mediation training programs conducted to prepare persons to serve as general civil and domestic relations mediators and the qualification of mediators to serve on court rosters under Michigan Court Rules 2.411 and 3.216. These Interim Standards are in effect until December 31, 2002.

**Training Philosophy:**

These Standards reflect a number of key principles which although addressed separately during the mediation training, are considerations which should be reflected in each element of the training design. They include the principles of:

1. Confidentiality of the mediation process.
2. The neutrality of the mediator.
3. Party self-determination in deciding if and when to settle.
4. Participation of the parties in face-to-face negotiations unless exceptional circumstances require otherwise.

Mediator trainers should consult the “Standards of Conduct for Mediators” adopted by the State Court Administrative Office in preparing and presenting mediation training programs.

## **Standards and Procedures:**

### **1.0 Structural Requirements of a Mediator Training Program**

The mediator training program must conform to the following framework.

#### **1.1 Length**

The training program must be at least 40 classroom hours in length.

#### **1.2 Training format**

The training day cannot exceed 8 instructional hours, excluding meals. The trainers may assign required reading or written assignments to be completed by the participants at a time when they are not under the physical supervision of a trainer; such time does not count as part of an instructional day. No more than 2.5 hours of non-meal break time may be included in the calculation of 40 classroom hours. For any training day exceeding 6 hours, there must be a meal scheduled at approximately one-half way through that day.

**1.2.1** A training program must be conducted over a time period of not less than 5 consecutive days.

**1.2.2** A training program conducted in a non-consecutive time format must be completed within the following time frames:

- a. no training session can be less than 3 hours per gathering, unless it is part of an approved university-based course of study.
- b. a training program conducted in multiple sessions must be completed within a 30 calendar day period, or, in the case of an approved university-based course of study, no more than 120 calendar days.

#### **1.3 Training agenda**

**1.3.1** Any trainer seeking to offer a mediator training program that fulfills the State's 40-hour mediator training requirement must have its proposed program, course materials, and designated trainers approved by the State Court Administrative Office (SCAO) in advance of the program offering. The proposed program must cover the required content elements set forth

in Section 2.0. The applicant must delineate the learning goals, methodology, and assessment technique for conducting each content segment.

**1.3.2** The applicant must submit her/his materials for review at least 60 days before the date on which the proposed program shall commence. The SCAO will notify the applicant of its initial determination within 14 calendar days of the receipt of the materials or as soon thereafter as possible. If a determination is made that some components of the proposed program do not meet the standards set out in Section 2.0 but could be satisfactorily adjusted, the SCAO will work collaboratively with the applicant to develop a program that can be approved. Final approval must be secured no less than 21 calendar days before the announced commencement of the program.

#### **1.4 Training materials**

Trainers must provide training participants with a manual which serves as a collection of materials both for use in the training and as a reference guide upon completion of the training. The manual must contain the following.

**1.4.1** Required reading materials determined by the trainer(s)

**1.4.2** Recommended supplemental readings

The trainer must secure, where appropriate, all copyright permissions for the use and dissemination of such materials.

**1.4.3** A bibliography of readings related to mediation and to the field of dispute resolution in general.

**1.4.4** A listing of relevant professional associations or organizations in the mediation field.

#### **1.5 Class size**

The class size shall not exceed 30 trainees in a mediator training program.

#### **1.6 Training techniques**

**1.6.1** A trainer must utilize a variety of training techniques that reflect a sensitivity to multiple learning styles, effective teaching strategies, and group-based dynamics.

Techniques can include lecture, demonstration, case studies, video-tapes, and role plays.

**1.6.2** Trainers are encouraged to use participatory teaching techniques and to role play responses to questions asked during the training.

**1.6.3** Role playing

- a. A role play is defined as an exercise in which a training participant assumes the role of a mediator or a disputing party.
- b. Minimally, each participant during the course of the training program must:
  - 1) participate as a mediator in two role plays, at least one of which is supervised by a trainer or coach and is at least one continuous hour in length; and
  - 2) participate as a party, insurance adjuster, or lawyer in one continuous role play of at least 1 hour in length.
- c. The role play in which the participant is the mediator must have the participant begin a mediation conference and continue as far as possible towards a resolution within the allotted time frame. This role play should be observed by a trainer or coach from beginning to end. Following this role play, the trainer or coach must spend at least 15 minutes providing oral feedback to the participants. The trainer or coach shall also provide written feedback to the participant who played the role of the mediator. The use of videotaping in providing feedback to participants is permitted.
- d. For supervised role playing, the student-to-trainer or coach ratio must not exceed five participants to one trainer or coach.

**1.7 Training evaluation**

**1.7.1** At the close of each 40-hour training program

The trainers must have their participants complete a written evaluation form in which they have an opportunity to comment on and assess their training experience. The forms shall be developed by the SCAO; the trainers must submit the original copies of the completed forms to SCAO within 14 calendar days of the completion of the training program.

### **1.7.2 Within 14 days of the completion of a training program**

A trainer must provide each participant in a training program with a written assessment of that trainee's mediator performance during the program, indicating areas of performance in which the trainee demonstrated a clear command of the relevant concepts and strategies for executing the mediator's role as well as those performance areas which, in the trainer's judgment, need improvement. The trainer should provide a recommended strategy for a participant's improvement in those areas needed.

## **1.8 Attendance**

**1.8.1** The designated lead trainer or co-trainer for the program must be in attendance at all times.

**1.8.2** A certificate of completion of training must certify that each participant was present for, and participated in, the required 40 hours of training.

**1.8.3** A trainee can satisfy the requirements of the 40-hour training program only by completing the program for which s/he has originally registered unless excused by the lead trainer for an exceptional circumstance, the training segment is of 4 hours duration or less, and completing the missed segment in a subsequent training would not disrupt the training program. Admittance to a subsequent training program is at the discretion of the lead trainer.

**1.8.4** Any member of the SCAO or its designee may attend part or all of any approved mediator training program, without cost, as an observer.

## **2.0 Content and Instructional Requirements of a Mediator Training Program**

### **2.1 Content Requirements**

A mediator training program must address the following elements of mediation theory and practice in this suggested sequence.

#### **2.1.1 Overview of training program**

- a. explanation of training, apprenticeship and evaluation format
- b. role of program
- c. ethical standards of practice

- d. confidentiality
- e. participant introduction

#### **2.1.2 Overview of ADR and mediation's place within the ADR structure**

- a. nature of conflict
- b. methods of dispute resolution
- c. values embedded in varying dispute resolution processes
- d. relationships/contrasts of mediation with litigation and negotiation
- e. mediation as a process: strengths and limitations
- f. development and expansion of the use of mediation in multiple settings (e.g., family, neighborhood, industrial, governmental, employment, construction)
- g. historical use of mediation in State of Michigan (e.g. Community Dispute Resolution Program, family, special education, Worker Compensation, medical malpractice, general civil, etc.)
- h. Michigan Court Rule 2.410

#### **2.1.3 Overview of the mediation process**

- a. Michigan Court Rule 2.411
- b. components of the mediation process
- c. tasks of the mediator
- d. demonstration (live or videotape) of mediation conference

#### **2.1.4 Beginning a mediation**

- a. nature of referral/appointment/selection
  - 1) role of judges/court personnel
  - 2) mandatory versus voluntary referral

- b. pre-meeting communications
  - 1) procedural elements
  - 2) information exchange, if appropriate
  - 3) fee arrangements
  - 4) participant attendance
- c. assessing who is eligible to participate in mediation conference
  - 1) legal representatives
  - 2) language interpreters
  - 3) witnesses
  - 4) persons-in-interest but not parties to controversy
- d. establishing the meeting environment
  - 1) neutral site
  - 2) seating arrangement
- e. mediator's opening remarks
  - 1) purpose of mediation
  - 2) guidelines for conducting discussion

#### **2.1.5 Mediator information gathering techniques**

- a. listening skills
- b. note-taking skills
- c. questioning techniques
  - 1) clarifying questions
  - 2) questions to stimulate participation of reluctant individuals
- d. summarizing techniques: strengths and dangers
- e. interacting with parties and legal representatives
- f. understanding non verbal communications
- g. understanding diversity dynamics
- h. using neutral language
- i. identifying feelings
- j. using open ended questions



### **2.1.6 Crystallizing the negotiation agenda**

- a. distinguishing negotiable from non negotiable issues
- b. framing issues in neutral language
- c. identifying and selecting principles for agenda structure

### **2.1.7 Generating negotiation flexibility**

- a. facilitating constructive negotiating behaviors
- b. addressing/confronting destructive negotiating behaviors
- c. dealing with power imbalances
- d. focusing on information exchanges
- e. psychological variables supporting negotiating flexibility/rigidity
- f. dealing with legal representatives
- g. dealing with representatives without authority to settle

### **2.1.8 Separate meetings with the parties/representatives (caucus)**

- a. advantages and disadvantages of separating the parties<sup>2</sup>
- b. purpose(s) of separate meetings
- c. when to meet separately
- d. executing separate meetings
  - 1) transition statements/behaviors to separate meetings
  - 2) conducting the initial separate meeting
    - a. identifying purpose/ground rules

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<sup>2</sup>The training model should clearly reflect that parties are kept together during mediation except when conducting separate meetings for limited purposes such as reality-testing, defusing volatile situations, etc. There may be exceptional circumstances where mediation does not take place with parties kept together; however, training in a process whereby parties are automatically or routinely separated early in the mediation session and communicated with by the mediator in a shuttle-diplomacy manner is specifically disapproved.

- b. recording information learned in separate meetings
- c. structuring separate meetings
  - i. principles for selecting discussion sequence
  - ii. techniques for generating movement
- d. closing a separate meeting
- 3) conducting sequential separate meetings
  - a. respecting confidentiality while using information to build settlement
- 4) displaying agreements

#### **2.1.9 Closing the mediation session**

- a. if parties have not settled any issue
  - 1) confidential status of discussion
  - 2) closing statement to parties and lawyers
  - 3) reporting obligations and constraints
- b. if parties have resolved some or all issues
  - 1) procedures for committing settlement terms to writing
  - 2) format of written agreement
    - a. principles for agreement writing
    - b. challenges of structuring agreement to reflect balance and achievement

#### **2.1.10 Ethical responsibilities of, and challenges for, the mediator**

- a. governing codes of professional conduct
- b. practice issues involving ethical challenges
  - 1) party capacity to participate is questionable
  - 2) representative behavior is ethically questionable
- c. ethical dilemmas posing process value challenges
  - 1) party choice is not adequately informed
  - 2) mediator fee is settlement obstacle

## **2.2 Instructional Requirements**

A mediator training program should enhance understanding of, and sharpen performance skills for executing, each segment of the training program. At a minimum, 10 hours of interactive exercises such as small and large group discussion and brainstorming, fishbowl simulation and debriefing, etc. should be incorporated into the 30 hours which

comprise the components of 2.2.1. The following time allocations are suggested for addressing each training component.

#### **2.2.1 Component and suggested time allotment**

- a. overview of training program - 1.5 hours
- b. ADR overview and mediation's place within the structure - 2.5 hours
- c. overview of the mediation process - 3 hours
- d. beginning a mediation - 3 hours
- e. mediator information gathering techniques - 3 hours
- f. crystallizing the negotiating agenda - 3 hours
- g. generating negotiation flexibility - 4 hours
- h. meeting separately with the parties/representatives (caucus) - 4 hours
- i. closing the mediation session - 3 hours
- j. mediator's ethical responsibilities and challenges - 3 hours

#### **2.2.2 Role playing: Minimum total time - 10 hours**

Role playing, as defined in subsection 1.6.3, should constitute a minimum of 10 hours of the training program. Each participant, during the course of the training program, must participate as a mediator in two role plays, at least one of which must be at least one hour in length and supervised by a trainer or coach. The supervised role play must occur at that time during the program in which all components of the mediation process have been taught.

### **3.0 Qualifications for Mediation Trainer, Coach, and Subject Matter Specialist**

#### **3.1 Trainer**

The lead trainer is an individual who has:

##### **3.1.1 Qualified as a mediator under MCR 2.411 or 3.216.**

- 3.1.2** Served as a mediator for at least two controversies during the 12 month period preceding the training program.
- 3.1.3** Completed at least 4 hours of continuing mediator education within the 12 months preceding the date of the training.
- 3.1.4** Served as trainer/instructor in interactive group settings in which s/he has had primary responsibility for
- a. the development of the agenda or course structure.
  - b. the development or selection of the educational materials to be used in the programs.
  - c. delivery of program materials utilizing multiple instructional techniques.
  - d. designing written or oral assessment protocols for providing evaluation to individual group participants.
  - e. providing oral and written feedback and evaluation to individual participants.
  - f. training coaches or other leaders to conduct objective, constructive assessments on participant performance when those coaches/leaders had not been present for the entire training program.

## **3.2 Coach**

A coach is an individual who has

- 3.2.1** Qualified as a mediator of general civil cases.
- 3.2.2** Completed 4 hours of continuing mediator education within the 12 months preceding his/her participation in the mediator training program.
- 3.2.3** Assisted or been trained by a lead mediator to provide targeted, constructive feedback to mediator trainees who are practicing various components of the mediation process.

### **3.3 Subject Matter Specialist**

- 3.3.1** A subject matter specialist is an individual who devotes a substantial part of his or her professional practice to the area about which s/he is lecturing and has the ability to link the subject matter of her expertise to the mediation process and the challenges of mediating.

### **4.0 Mediator Training Program Certification Process**

Individuals and organizations seeking approval of training programs for persons to serve as mediators under MCR 2.411 must submit the following documents to the State Court Administrative Office for review and approval.

- 4.1** A resumé of the proposed lead trainer(s), coaches or subject matter specialists who will conduct the program and a description of those portion(s) of the program for which each person has primary responsibility.
- 4.2** A copy of the proposed program agenda with targeted dates and times that identify when the primary segments of the program shall be conducted. While the agenda need not exactly replicate the program content set forth in Section 2.0, the application must provide a comparably detailed outline with commentary providing the rationale for the proposed sequence and time allocation.
- 4.3** A copy of the course materials including lecture outlines, role plays, and materials that will be distributed to all participants.
- 4.4** A completed one-page strategy sheet for each primary component of the training agenda. The strategy sheet shall contain the following information.
- 4.4.1** A statement of the trainee performance outcome(s) that the component is targeted to promote.
- 4.4.2** A description of the training strategy (or strategies) (e.g., lecture, role play, demonstration, etc.) selected for conducting that portion of the program.
- 4.4.3** A statement indicating the rationale for using that strategy to teach that aspect of the program.
- 4.5** Approval by the SCAO for a proposed program and set of trainers shall be valid for a 2 year period.

**4.6** Application for approval of a training program may be made to:

Office of Dispute Resolution  
State Court Administrative Office  
Box 30048  
Lansing MI 48909

**5.0 General Civil Mediator Qualifications for MCR 2.411 Mediation & Grandparenting**

**5.1** Persons meeting the criteria of MCR 2.411(F)(2) (completion of an SCAO-approved training, meeting the degree or hours of experience requirement, and conducting of mediation sessions) are approved to serve as mediators on a court roster.

The following sections govern how to treat those individuals who have already been trained or who might receive their mediator training from training providers outside the State of Michigan and apply for appointment to the mediator roster. Two general categories of grandparenting provisions apply: 1) persons who have completed a Community Dispute Resolution Program (CDRP) training, and 2) persons who have completed a training comparable to CDRP training either within or outside Michigan. Both categories have 40 hour/18 case experience requirements. Under either category, non attorneys requesting grandparenting must demonstrate completion of a 6-hour program outlining basic laws, rules, and guidelines governing civil actions in the Michigan court system.

Experience as a case evaluator under Michigan Court Rules 2.403-2.404 does not satisfy the experience requirements of subsections 5.2 and 5.3.

**5.2 Grandparenting by completion of Michigan Community Dispute Resolution Program training**

**5.2.1** Successful completion of the approved CDRP training prior to February 10, 2001.

**5.2.2** Mediation or co-mediation of at least 40 hours or 18 cases in the two years prior to application.<sup>3</sup> Web-based and telephonic mediation may not be counted toward this requirement.

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<sup>3</sup>For the limited purpose of mediators volunteering through CDRP centers conducting mediation in district court matters, the effective date of this provision only is July 1, 2001.

**5.2.3** If not a lawyer licensed to practice in the State of Michigan, completion of a 6-hour program which addresses the basic laws, rules, and guidelines governing civil actions in the Michigan court system.<sup>4</sup>

**5.2.4** Any applicant seeking appointment under these conditions must submit his/her application by December 31, 2002.

**5.3 Grandparenting by completion of non-CDRP training within and outside Michigan**

**5.3.1** Successful completion of a comprehensive mediator training program approved by a court or agency targeted to prepare persons to serve as mediators for general civil cases.

**5.3.2** Evidence must be presented demonstrating completion of a minimum 24-hour program conducted by one trainer or training organization prior to February 10, 2001. Accumulating a total of 24 hours of mediator training from various trainers in different programs does not satisfy this requirement.<sup>5</sup> The applicant must provide a certificate of completion of training, copy of the training agenda, name of trainer, and dates of attendance at the request of the ADR Clerk.

**5.3.3** Persons completing the training more than two years prior to application to the court must demonstrate that they have participated in continuing mediator education programs in an amount equivalent to at least 4 hours per year for each of the past two years. For purposes of this subsection, continuing mediator education programs may be any program related to the core content of the mediator training identified in Section 2.0, including conferences, workshops, or training events, and do not require approval by the SCAO.

**5.3.4** Mediation or co-mediation of at least 40 hours or 18 cases in the two years prior to application. Web-based and telephonic mediation may not be counted toward this requirement.

**5.3.5** If not a lawyer licensed to practice in the State of Michigan, completion of a 6-hour program which addresses the basic laws, rules, and guidelines governing civil actions in the Michigan court system.

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<sup>4</sup>For the limited purpose of mediators volunteering through CDRP centers conducting mediation in district court matters, the effective date of this provision only is July 1, 2001.

<sup>5</sup>For persons already serving on a circuit court mediation (not case evaluation) court roster as of February 10, 2001 who have completed a 16-hour mediation training program, completion of an additional 8-hour program related to the training components of Section 2.1 completed before July 1, 2001 is permitted.

**5.3.6** Any applicant seeking appointment under the condition of having completed a training program within Michigan must submit his/her application by December 31, 2002.

#### **5.4 Orientation to Michigan court procedures and rules**

**5.4.1** Any applicant who received mediator training and experience in a jurisdiction outside the State of Michigan or who obtained training and experience in Michigan but is not a lawyer licensed to practice in the State of Michigan must attend a professional program offered by the legal profession or appropriate educational institution that is at least 6 hours in length and whose content addresses the basic laws, rules, and guidelines governing civil actions in the Michigan court system.

### **6.0 Domestic Relations Mediation Trainer Qualifications**

Individuals and organizations seeking approval to serve as mediation trainers in domestic relations actions pursuant to MCR 3.216 must meet the criteria of this section.

#### **6.1 Academy of Family Mediators approval<sup>6</sup>**

A trainer must be approved to train by the Academy of Family Mediators (AFM) and must have completed a 4-hour program on domestic violence which includes the ability to screen for domestic violence and appropriate responses when domestic violence or its potential have been identified.

#### **6.2 Applying for approval of a mediator training program**

The following documents must be submitted to the State Court Administrative Office for review and approval:

**6.2.1** A resume of the proposed lead trainer(s) and co-trainers, coaches or subject matter specialists who will conduct the program, a description of those portion(s) of the program for which each person has primary responsibility, and verification of the trainer's AFM approval.

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<sup>6</sup>At the time these Standards were adopted, the Academy of Family Mediators was being merged into a new organization tentatively identified as the Association for Conflict Resolution. By using the term "AFM-approval," approval by AFM's successor organization is implicitly incorporated.



**6.2.2** A copy of the proposed program agenda, with targeted dates and times that identify when the primary segments of the program shall be conducted. The application must provide a detailed outline of the proposed training sequence and time allocation for each sequence.

**6.2.3** A copy of the course materials, including lecture outlines, role plays, and materials that will be distributed to all participants.

### **6.3 Approval period**

Approval by the SCAO for a proposed program and set of trainers shall be valid for a 2-year period from the date of approval.

### **6.4 Application address**

Application for approval of a training program may be made to:

Office of Dispute Resolution  
State Court Administrative Office  
Box 30048  
Lansing, Michigan 48909

## **7.0 Domestic Relations Mediator Qualifications for MCR 3.216 Mediation & Grandparenting**

Persons meeting the criteria of MCR 3.216(G)(1) (completion of an SCAO-approved training, meeting the degree or experience requirement, and observation and conducting of mediation) and who have completed a 4-hour program on domestic violence approved by the State Court Administrative Office are approved to serve as mediators on a court roster.

The following sections govern how to treat those individuals who have already been trained or who might receive their mediator training from training providers outside the State of Michigan and apply for appointment to the mediator roster. There are two general categories of mediators who may be qualified by grandparenting: 1) persons who have completed an Academy of Family Mediators-approved training, and 2) persons who have completed a training program comparable to an AFM-approved training. In addition to formal training requirements, both grandparenting categories have 40-hour or 10-case experience requirements. Persons seeking grandparenting under the comparable training provision must make application by December 31, 2002. Thereafter, only qualification by completion of an AFM-approved training program will apply.

Under either category, persons requesting grandparenting must demonstrate completion of a 4-hour program outlining domestic violence considerations in domestic relations matters and, if training was not received in Michigan, completion of a 4-hour program outlining the basic laws, rules, and guidelines governing domestic relations actions in the Michigan court system.

Experience as an arbitrator of domestic relations matters or mediation of general civil matters does not satisfy the experience requirements of subsection 7.2.

## **7.1 Grandparenting by completion of AFM-approved training**

To serve on a court roster of approved domestic relations mediators under MCR 3.216(G)(2), a person must demonstrate:

- 7.1.1** Successful completion of the approved AFM training.
- 7.1.2** Mediation or co-mediation of at least 40 hours or 10 domestic relations cases in the two years prior to application. Web-based and telephonic mediation may not be counted toward this requirement.
- 7.1.3** Completion of a 4-hour program on domestic violence approved by the State Court Administrative Office.
- 7.1.4** If AFM-approved training was obtained outside of Michigan, completion of a 4-hour program outlining the basic laws, rules, and guidelines governing domestic relations actions in the Michigan court system.
- 7.1.5** The degree requirements of MCR 3.216(G)(1)(a) may be waived upon demonstration of completion of 80 hours or 20 cases in domestic relations mediation.

## **7.2 Grandparenting by completion of training comparable to an AFM-approved training program within and outside Michigan**

To serve on a court roster of approved domestic relations mediators under MCR 3.216(G)(2), a person must demonstrate:

- 7.2.1** Successful completion of a comprehensive mediator training program approved by a court or agency targeted to prepare persons to serve as mediators for domestic relations cases.
  - a. The training must have included the following core elements:
    - 1) experience of divorce for adults and children
    - 2) family law and family economics

- 3) mediation, negotiation, and conflict management theory and skills
  - 4) information gathering skills and knowledge
  - 5) relationship skills and knowledge
  - 6) communication skills and knowledge
  - 7) problem-solving skills and knowledge
  - 8) ethical decision-making and values skills and knowledge
  - 9) professional skills and knowledge
- b. The training program must have been at least 24 hours in duration and conducted by one trainer or training organization prior to February 10, 2001. Accumulating a total of 24 hours of mediator training from various trainers in different programs does not satisfy this requirement. The applicant must provide a certificate of completion of training, copy of the training agenda, name of trainer, and dates of attendance at the request of the ADR Clerk.
  - c. The training must have included at least 25% role play and participation in mediation.
  - d. Persons completing the training more than two years prior to application to the court must demonstrate that s/he has participated in continuing mediator education programs in an amount equivalent to at least 4 hours per year for each of the past two years. For purposes of this subsection, continuing mediator education programs may be any program related to the core content of the mediator training identified in Section 7.2.1a., including conferences, workshops, or training events, and do not require approval by the SCAO.

**7.2.2** Completion of a 4-hour program on domestic violence approved by the State Court Administrative Office.

**7.2.3** If the training was obtained outside of Michigan or the training within Michigan did not include a 4-hour segment on Michigan domestic relations law, completion of a 4-hour program outlining the basic laws, rules, and guidelines governing domestic relations actions in the Michigan court system.

**7.2.4** Mediation or co-mediation of at least 40 hours or 10 cases in the two years prior to application. Web-based and telephonic mediation may not be counted toward this requirement.

**7.2.5** The degree requirements of MCR 3.216(G)(1)(a) may be waived upon demonstration of completion of 80 hours or 20 cases in domestic relations mediation.

**7.2.6** Any applicant seeking appointment under these conditions must submit his/her application by December 31, 2002. After this date, only persons qualifying under Section 7.1 may be placed on the court roster.

[Effective: January 4, 2001]